

GENETIC COUNSELORS LICENSING BOARD
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 1/17/2018

BOARD MEMBERS PRESENT: Heather Hussey-Johnson - Chair
Jennifer Nicole Eichmeyer
Thomas M Beck, M.D.
Jack Zarybnisky, O.D.

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Deputy Bureau Chief
Julie Eavenson, Admin. Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, General Counsel
Betsy Duncan, Technical Records Specialist I

The meeting was called to order at 1:00 PM MST by Heather Hussey-Johnson.

INTRODUCTION OF JULIE EAVENSON

Julie Eavenson, Administrative Support Manager, was introduced to the Board.

APPROVAL OF MINUTES

Ms. Eichmeyer made a motion to approve the minutes of December 5, 2017. It was seconded by Dr. Beck. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. Proposed rule changes for the 2018 Legislative Session will be presented to the House Health & Welfare Committee on Friday, January 19, 2018. Ms. Cory will be presenting. Ms. Eichmeyer will attend to represent the Board and will assist with potential questions from the Committee.

Ms. Cory thanked the Board members who attended the legislative meetings. Ms. Hussey-Johnson reported that her experience was very beneficial and she found the content interesting and informative.

Dr. Zarybnisky moved to appoint Ms. Hussey-Johnson to represent the Board on any legislative proposals that may affect the Board. Ms. Eichmeyer seconded.

Motion carried. Ms. Eichmeyer offered assistance on Telehealth Access Rule changes if needed.

The deadlines to submit proposed rule and law revisions to the Governor's Office have passed for the 2018 Legislative Session. The deadline to submit proposed law changes to the Governor's Office is mid-July 2018 and the deadline to submit proposed rule changes to the Governor's Office is mid-August 2018 for the 2019 Legislative Session.

LEGISLATIVE INTERIM COMMITTEE UPDATE

Mr. Ellsworth stated that the Idaho Legislature has an Interim Committee that has been studying the use of Hearing Officers and is also looking at the Idaho Administrative Procedures Act. Draft legislation was presented at the Interim Committee's last meeting that would make substantial changes to Idaho Administrative Procedures Act and the way contested cases are handled. The Bureau submitted a letter to the Committee seeking clarification concerning some of the proposed changes prior to the Committee's meeting on October 2, 2017. As the Bureau receives additional information, it will be provided to the Board.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$63,184.13 as of 12/31/17.

DISCIPLINE

Ms. Peel presented a memorandum regarding case number I-GEN-2018-1. Dr. Beck made a motion to close the case with an advisory letter to the licensee. It was seconded by Dr. Zarybnisky. Motion carried.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

OLD BUSINESS

The Board reviewed the To Do List and no action was taken.

EXECUTIVE ORDER

Ms. Eavenson outlined the Board's role in responding to the Lt. Governor's Executive Order. There is a template that will be used to complete each Board's response, and the template contains six sections:

A. Index of Statute, Rule, and Policy Requirements for Licensure and Renewal

- B. Applications and Renewals Denied – 2017
- C. Disciplinary Actions – Past 5 Years
- D. Law, Rule, or Policy Changes or Proposed/Implemented Changes in Last 5 Years to Eliminate Barriers to Entry
- E. Assessment of Public Interest
- F. Recommendations for Improvement, Modification, or Elimination of Requirements

The Bureau will be responsible for gathering and entering all of the data in sections A, B and C of the template. The Bureau and each Board will jointly fill in section D regarding the Law, Rule or Policy Changes or Proposed/Implemented Changes in Last 5 Years to Eliminate Barriers to Entry. The Board Specialist and Administrative Support Manager will assist the designated Board member with writing sections E and F.

Ideas for the EO that come up between meetings cannot be shared among Board members outside of Board meetings, but may be forwarded to the Board Specialist or Administrative Support Manager for inclusion in the next meeting. Ideas should not be shared among Board members outside of Board meetings.

The process will be completed in three meetings: 1) discussion, 2) review and approve a rough draft, and 3) review and approve a final draft. The final draft must be completed and approved by June 15, to meet the July 1, deadline for responding.

The Board discussed several policy changes to include in the Executive Order report and agreed to eliminate the requirement on the application forms for a copy of the laws and rules for the applicant's state of licensure with the most stringent licensure requirements, as well as the requirement for an official transcript from endorsement applicants. Ms. Eichmeyer made a motion to designate the Chair/Executive Order Coordinator to work with the Bureau on including these items in the report and approve the changes to the forms. It was seconded by Dr. Zarybnisky. Motion carried.

NEW BUSINESS

DISCUSSION OF SECURE WEB PROCESS

Ms. Hall described the secure web process being used by the Bureau for Board member access of documentation prior to and during Board meetings. The Board agreed to use and evaluate the system for their next scheduled meeting.

NEXT MEETING will be scheduled as needed.

EXECUTIVE SESSION

Ms. Eichmeyer made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Dr. Beck. The vote was: Dr. Beck, aye; Ms. Eichmeyer, aye; Ms. Hussey-Johnson, aye; and Dr. Zarybnisky, aye. Motion carried.

Dr. Zarybnisky made a motion to come out of executive session. It was seconded by Ms. Eichmeyer. The vote was: Dr. Beck, aye; Ms. Eichmeyer, aye; Ms. Hussey-Johnson, aye; and Dr. Zarybnisky, aye. Motion carried.

APPLICATIONS

Ms. Eichmeyer made a motion to approve the following for licensure:

Approved for Licensure:

| | |
|---------------|---------|
| KAMEN HEATHER | GENA-76 |
| RUBIN KAROL | GENA-77 |
| VAGHER JENNIE | GENA-74 |

And approved pending receipt of additional documentation and approval by the Chair:

901155959

It was seconded by Dr. Zarybnisky. Motion carried.

ADJOURNMENT

Ms. Eichmeyer made a motion to adjourn the meeting at 2:21 PM. It was seconded by Dr. Zarybnisky. Motion carried.

Heather Hussey-Johnson, Chair

Jennifer Nicole Eichmeyer

Thomas M Beck, M.D.

Jack Zarybnisky, O.D.

Tana Cory, Bureau Chief